

Action Request Transmittal Developmental Disabilities Services



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Number: DD-AR-22-021

Issue date: 2/10/2022

Topic: Developmental Disabilities

Due date: 3/1/2022

Subject: Data Collection on Eligibility Determinations Exceeding 90 Days

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All ODHS Employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging: {Select type} | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input checked="" type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): County Eligibility Specialists |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Reason for action:

The Office of Developmental Disabilities Services (ODDS) is interested in identifying ways to improve access to timely determinations for new applicants. In order to improve access, ODDS needs to better understand reasons that Community Developmental Disabilities Program (CDDP) eligibility determinations are not made within 90 days from the intake. The data will also be used to evaluate equitable access to evaluations and medical reviews across the State and will later be expanded to evaluate data around eligibility denials.

Action required:

Beginning March 1, 2022, ODDS will send CDDP's a list of determinations completed after the 90-day timeline indicated in OAR 411-320-0080(11), using the eXPRS "Intake Date" and "Notice Date"; this may continue quarterly or as needed.

Eligibility Specialists will be asked to respond to requested eligibility data **within three (3) weeks** of receiving the ODDS request.

eXPRS Eligibility Example:

Oregon Department of Human Services
Express Payment & Reporting System (eXPRS)

Home My Account Change Password Help Customer Service Log Out

Logged in as rsmallwood - All my Organizations and Program Areas

DD Eligibility View Details

Client Name: MICKEY MOUSE
Client Prime: YK201F2W
Client Birthdate: 4/11/1980

Determination CDDP: 0129 Intake Date: 6/1/2021 Intake Status: Completed Determination Status: Approved
Notice Date: 1/5/2022 Termination Date: 12/31/9999 Termination Code: Initial Eligibility Date: 1/5/2022

The spreadsheet will include the following:

- Reason for delayed determination: delay in getting releases signed; delay in records being returned; family chose to delay additional testing; psychologist not readily available; family choose to have private evaluation; language services required causing evaluation delay; other
- Did the CDDP consider Presumed Eligibility to complete a timely determination?

ODDS Determination Data Example:

CDDP	Name	Prime	90 day	Reason for delayed determination	"Other" Explanation	Presumptive Eligibility Considered?
Multnomah	Mickey Mouse	YK201F2W	12/31/2021	Delay in medical and/or educational records being returned	Eval 12/12/21; waiting on report	No

This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to ODDS.Questions@dhsosha.state.or.us.

The Monthly Transmittal Reviews are held the second Wednesday of every month at 2 pm using the Zoom platform. Please register in advance for these meetings: <https://www.zoomgov.com/meeting/register/vJlsc-qvqD8iGURx5OQk8TAdIS6Arg9ZAf4>

After registering, you will receive a confirmation email containing an appointment and information about joining the meeting. American Sign Language (ASL) and live captioning will be provided. To request other accommodations or languages, please send an email to ODDS.Questions@dhsosha.state.or.us at least three business days prior to the meeting.

Field/stakeholder review: Yes No

If yes, reviewed by: Engagement & Innovation website stakeholder review

If you have any questions about this action request, contact:

Contact(s): ODDS Diagnosis and Evaluation Coordinator

Email: ODDS.DE@dhsosha.state.or.us